

MINUTES
RICHHOOD CITY COUNCIL
Regular Meeting, Monday, February 13, 2012
Richwood City Hall
215 Halbert
Richwood, TX 77531
7:00 P.M.

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Clint Kocurek, Mayor and presiding officer.

A. Opening Prayer

The opening prayer was given by Lee Bryant, Council, Position #3.

B. Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

II. ROLL CALL OF COUNCIL MEMBERS

Roll call showed the following members present;

Clint Kocurek, Mayor and presiding officer
John Pitts, Council, Position #2 and Mayor Pro Tem
Lee Bryant, Council, Position #3
Charles Pettey, Council, Position #4

Absent:

James Hughes, Council, Position #1

A quorum was declared. Others present included Glenn Patton, City Administrator, Karen B. Schrom, City Secretary, Jere Ryle and John Mercer, City Engineer.

III. APPROVAL OF MINUTES OF PREVIOUS MEETING

On motion by Councilman Pettey, seconded by Councilman Pitts, with all members present voting aye, the minutes of January 9, 2012 and January 30, 2012 were approved as presented.

IV. ANYONE WISHING TO ADDRESS COUNCIL

There was no one who wished to address Council on matters not on the agenda.

V. DISCUSSION AND ACTION ITEMS

A. Accept resignation of Sandra Boykin, Council, Position #5

Mayor Kocurek stated that while he understood the circumstances, he hated to see Ms. Boykin step down.

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On motion by Councilman Bryant, seconded by Councilman Pettey, with all members present voting aye, it was duly adopted to accept Ms. Boykin's resignation.

B. Action as a result of Ms. Boykin's resignation

On motion by Councilman Pitts, seconded by Councilman Bryant, with all members present voting aye, it was duly adopted to not fill Ms. Boykin's position at this time since its up for election this year.

C. Request to allow alcohol in the park on April 28, 2012 for company picnic

Councilman Bryant feels we were being hypocritical because we've allowed alcohol be served at city functions but denied individuals. He feels we need to develop a policy and clear in the criteria. Councilman Pettey stated he is opposed to having a family affair in the park with alcohol.

Mr. Patton explained we are looking into what other cities do for company functions or a family reunion.. We created the policy not to keep companies from using the park but to keep problems out of the park.

On motion by Councilman Bryant, seconded by Councilman Pitts, with all members present voting aye, the request to allow alcohol in the park on April 28, 2012 for a company picnic was approved.

D. Request to allow alcohol in the park during the Barbeque Cookoff, April 6 and 7, close a portion of Audubon Woods Drive in the event of rain

On motion by Councilman Pitts, seconded by Councilman Bryant, with all members present voting aye, it was duly adopted to approve the request to allow alcohol in the park during the Barbeque Cookoff on April 6th and 7th and to close a portion of Audubon Woods Drive in the event of a rain.

E. Order May 12, 2012 Election

Councilman Pitts voiced his concern that the early voting place was arbitrarily moved from the College to the Lake Jackson Library.

On motion by Councilman Bryant, seconded by Councilman Pettey, with all members present voting aye, it was duly adopted to order the May 12, 2012 election.

F. Joint Election Agreement and Contract for Election services

On motion by Councilman Bryant, seconded by Councilman Pitts, with all members present voting aye, it was duly adopted to enter into a joint election agreement and contract with Brazoria County for election services.

G. Engineering report for repair of Oyster Creek Drive

Attached is a copy of the map showing several proposals for the repair of Oyster Creek Drive. The City has budgeted \$150,000 for the work. This money is coming from Fund Balance and

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there is no money currently set aside for subsequent years.

Mr. Mercer explained that his firm did a survey for Oyster Creek Drive. They measured where the concrete is broken as well as where water ponds. The top, Alternative One, shows the areas which need to be repaired or replaced in green. None of the proposed alternatives takes drainage improvements into consideration. It would be a huge expense to add underground drainage in the rea.

Alternative Two shows how far we can get for the money budgeted. It would take us to the intersection with S. Yaupon. Then we'd need to budget the remainder of the project in a second year.

Alternative Three calls for total replacement and would require a minimum of a 3 year commitment. The money currently set aside for the project would take us to Magnolia Street.

Mr. Mercer recommends the City chose Alternative Three which, though more expensive, would be a much longer term solution. He estimates the total construction time to be approximately 30 days if the weather allows.

Mayor Kocurek asked about the possibility of adding sidewalks in the area while we're doing the street and about replacing the current mail boxes along the street with a centrally located cluster mailbox system. Mr. Patton said he would instruct City staff to research the cost of a cluster mailbox system.

On motion by Councilman Bryant, seconded by Councilman Pettey, with all members present voting aye, it was duly adopted to proceed with the first phase of Alternative Three.

H. Amendment to the Clute-Richwood Regional Sewerage System Agreement

Mr. Patton explained that last year we amended the contract to allow for in house engineering to replace the bar screen. This year we are proposing to do the same to replace the belt press.

On motion by Councilman Pitts, seconded by Councilman Bryant, with all members present voting aye, it was duly adopted to amend the Clute/Richwood Regional Sewerage System Agreement to allow for in house engineers to replace the belt press.

I. Award engineering contract for 2011 CDBG project

The City received proposals for 5 firms. The scoring was done independently by Mr. Patton, Ms. Schrom and Mr. Brinkman, Public Works Director. Then the scoring was at

Name of Engineer or Firm	Qualifications of Engineer or Firm 25 Pts. Max.	Experience in State and Federally Projects 25 Pts. Max	Experience on Similar Type of Projects 25 Pts. Max.	Familiarity or Experience with City 15 Pts. Max.	Affirmative Action (MBE or WBE) 5 Pts. Max	Other 5 Pts. Max	TOTAL 100 Pts. Max
Damian & Associates	21	20	20	5	5		71
Mercer & Associates	25	25	25	15	5	4.5	99.5
Baker & Lawson	25	25	25	5	5		85

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Kelly Kaluza & Associates	25	25	25	15	5	3	98
KSA Engineers	25	25	25	5	5		85

On motion by Councilman Pettey, seconded by Councilman Bryant, with all members present voting aye, it was duly adopted to award the engineering contract for the 2011 CDBG project.

- J. Executive Session pursuant to Section 551.074, Government Code, Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, or to hear a complaint against an officer or employee Richwood 2020 Committee

Council entered executive session at 7:52 p.m.
Council exited executive session at 8:05 p.m.

- K. Action as a result of executive session

On motion by Councilman Bryant, seconded by Councilman Pitts, with all members present voting aye, it was duly adopted to appoint Morgan Laird, Edward Anderson, Sandra Boykin and Jonell McKenzie to the Richwood 2020 Committee to serve on staggered terms.

- L. Payment of bills

On motion by Councilman Bryant, seconded by Councilman Pettey, with all members present voting aye, it was duly adopted to pay the bills as presented.

- M. Financial Report

Par for the period ending January 31, 2012 is 67% remaining. The Police and Fire Departments are currently overspent but they both had large one time purchases and are being monitored. Revenues in General Fund are exceeding expenditures. Water/Sewer saw the lease line purchase and the quarterly sewage treatment plant payment. As a result, expenditures exceed revenues but this should even out.

VI. CITY MANAGER'S REPORT

Mr. Patton reported the City was outbid very quickly on the property at the Sheriff's sale. He has met with Mr. Mercer on the road problems in Oakwood Shores and he will come back to the City with a proposal on how to fix the streets. He has met with the Homeowners Association about the problem. He recommends only patching for now because of the number of trucks using the roadways. We are awaiting information from Kelly Kaluza on the test results and specifications. The City engineer will be involved in any subsequent development of this nature.

The pipe has been delivered for the temporary sidewalk down Moore Street to connect Audubon Woods Development with Oyster Creek Drive.

Mr. Felder will be available soon to begin work on the water wells. He will make Richwood his #1 priority. BWA is switching back to 40% Brazoria Reservoir.

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Mr. Patton also told Council that Mr. Mercer is still working on supplying city water and sewer to the RV park.

VII. FUTURE AGENDA ITEMS

There were none.

VIII. COMMITTEE REPORTS

Councilman Pettey reported that the rain has slowed work down on the city signs. The base is completed and he has met with Centerpoint about supplying electricity.

IX. MAYOR'S REPORT

Mayor Kocurek reported that BCCA will be hosted by the City of Oyster Creek on February 15th.

Positions #1, 4, and 5 are up for election this year.

X. ADJOURNMENT

With no further business to discuss the meeting was adjourned at 8:41 p.m.

APPROVED BY A MAJORITY VOTE OF COUNCIL ON MARCH 12, 2012.

(S) Clint Kocurek
Clint Kocurek, Mayor

ATTEST:

(S) Karen B. Schrom
Karen B. Schrom, City Secretary